

KENTUCKY BOARD OF SOCIAL WORK
MINUTES OF THE BOARD OF DIRECTORS' MEETING
June 2, 2015

A regular meeting of the Kentucky Board of Social Work was held on Tuesday, June 2, 2015 at the board office located at 44 Fountain Place, Frankfort KY 40601 and began at 11:00 a.m.

MEMBERS PRESENT

Bill Adcock, LCSW
Hilma Prather, Member at Large
Jay Davidson, LCSW
Sally Rhoads, LCSW
Janice James, LCSW

STAFF PRESENT

Florence Huffman, Ex. Dir.
Nina Anglin, Adm. Coordinator

OTHERS PRESENT

Brian Judy, Asst. Atty. Gen, Board Counsel

MEMBERS ABSENT

Dr. Jay Miller, CSW
Sharon Sanders, LCSW

CALL TO ORDER

Mr. Adcock, Chair, called to order the regular meeting of the board at 11:34 a.m.

APPROVAL OF MINUTES

A motion was made by Ms. Rhoads to approve the minutes of May 5, 2015 as presented. Seconded by Mr. Davidson, motion carried without objection.

EXECUTIVE DIRECTOR REPORT

a. Operations Report-

Thank you all again for all your help and the month of May has been an overwhelming month due to the high volume of documents received. Nina had her holiday last week and I was not able to get the information regarding the operations report. Presentations: no current requests-Michelle Sanborn of Children's Alliance contacted the office regarding complaints about supervision contracts, etc. not being processed in a timely manner. KVC had contacted Ms. Sanborn about this issue. KVC has several supervisors for each contract and with the resignation of several of their supervisors a number of contracts were submitted during the month of May. KVC has a lobbyist and they would like to go to the governor's office regarding the board's processes and help with additional personnel. Ms. Huffman would like for KVC to meet with us to draft a message regarding our appropriation increase. Ms. Huffman may request that Children's Alliance and KVC to come to the July meeting.

b. Education & Outreach / Technology update

- Guest from Kentucky Interactive invited to discuss scope of work and cost estimate
Action Item: Review Scope of Work for Kentucky Interactive- Unable to meet with us today. Deferred to August meeting.

FINANCIAL STATEMENT-Florence Huffman

- a. Report of Expenditures and Revenues-transfer to General Fund of \$50,000 was taken in April. Ms. Huffman read the financial report to the board.
- b. Update on Appropriations Increase for FY 2015-2016 and for FY14-15 Fourth Quarter-Ms. Anglin is working on forms in KBUD.

c. Travel and Per Diem

Bill Adcock, LCSW, Chair

- Action Item: Approval of board members' travel and per diem . A motion was made by Ms. Prather to approve travel and per diem for today's member. Seconded by Mr. Davidson, motion carried.

Complaint Review

#1427A and B. CRC recommends dismissal. Seconded by acclamation, motion carried.

#14-26 - CRC recommends dismissal. Seconded by acclamation, motion carried.

#15-09 - CRC recommends investigation. Seconded by acclamation, motion carried.

Discussion followed regarding the hours that an investigator may work. Do we establish parameters? The complaint committee will review the process and determine if an investigator will be given specific questions to ask during the investigation.

#15-10 – CRC had requested an agreed order be issued in a previous meeting. Ms. Huffman had not deleted specific language regarding the disciplinary action from the agreed order. CRC recommends Mr. Judy re-writing the agreed order that the final order not reflect a disciplinary action. Seconded by acclamation, motion carried.

#15-07 Gross negligence on the part of the supervisor as she had not required the supervisee to attend the required supervision hours during clinical social work practice. Both the supervisee and the supervisor of record were negligent regarding supervision. Staff should request supervision logs from the supervisee and from the supervisor.

Application Review Committee

K. Gray met with the ARC regarding documentation from supervisor of record at KVC who submitted negative comments regarding her ability to practice independently. ARC recommended that she be granted permission to sit for the Clinical exam and upon meeting with the ARC that she be allowed to practice.

K. Moore-ARC recommends that the supervision hours be approved as supervisor of record is deceased and records supported the hours submitted by Ms. Moore. Seconded by acclamation, motion carried.

S. Kuder- ARC recommends that Ms. Kuder submit the judgment of conviction, letters of reference and to come before to the July meeting to meet with the Application Review Committee. Staff to send letter.

H. Klein-ARC recommends that staff send a letter to Ms. Klein to immediately cease the practice of clinical social work practice and that she submit a current contract for clinical social work practice which must be approved before she may begin clinical activities. Seconded by acclamation, motion carried.

T. Hunter-ARC recommends that Ms. Hunter be sent a letter to appear at the July meeting regarding supervision issues. Seconded by acclamation, motion carried.

Supervision Review Committee

A request was submitted by Michael Dawson to have the board review job descriptions for his agency to determine if the positions are clinical in nature. Staff is to advise Mr. Dawson to refer to 201 KAR 23:070 regarding the definition of clinical social work practice. If necessary they may submit a contract for clinical social work practice for review.

Old Business

- a. Amendments to Supervision Regulation to add electronic supervision and other items: 201 KAR 23:070.
 - Action Item: Approve or defer amendments.
Ms. Huffman stated that she would like to submit a revised contract for clinical social work practice with the regulation change. Deferred to July meeting.

Mr. Judy asked if the board had started a process to draft continuing education regarding the Suicide Prevention requirement. Brian will send information from other boards for review.

- b. RFP for Investigative Services: Issue Date April 22, 2015; Close Date May 8, 2015
A motion was made by Mr. Davidson to approve Mary Martin, Richard Welsh and Edwin Hackney as investigators for the RFP 215 15000000291 based on the criteria of the evaluations.

New Business

- a. Policies and Procedures
 - Action Item: A year has passed since application was submitted.

A motion was made by Mr. Adcock to enter executive session based on 61.810 1 (f) to discuss employment issues at 1:27 p.m. Seconded by Mr. Davidson. Ms. Huffman and Ms. Anglin were asked to leave the meeting and did so.

A motion was made by Ms. Rhoads to return to open session 2:15 p.m. Seconded by Mr. Davidson motion carried. The board received a letter of resignation from Ms. Anglin effective as of June 15, 2015. A motion was made by Mr. Davidson to request Ms. Huffman contact Adecco for temporary help and post the Administrative Coordinator position as soon as possible.

ADJOURNMENT

Being no further business to come before the Board, a motion was made to adjourn. Seconded by acclamation, motion carried. The meeting adjourned at 2:20 p.m.

NEXT MEETING:

The next regularly scheduled board meeting will be held at the Board offices on July 7, 2015, at 11am.

Approved:

A handwritten signature in cursive script that reads "William M. Adcock Lcsw".

William M. Adcock, Chair